



## Accelerated Training Options for Ambulatory Providers

Individuals should have used Epic at another hospital/clinic in the last two years, in the same role, can take a test to potentially place out of the Ambulatory Provider Instructor-led Training

### Before You Begin

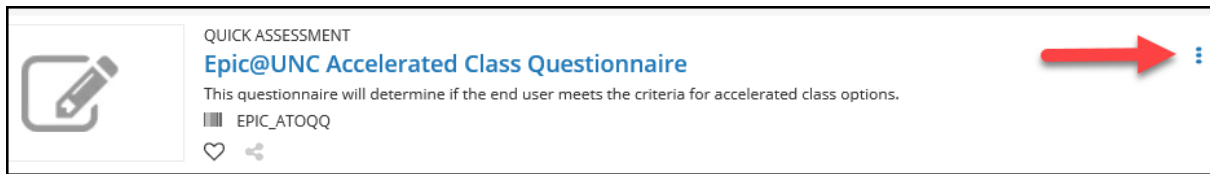
1. Ensure you have a UNC Health Active Directory username and password [u#####].
  - a. If you are unsure of your username/password, contact the **Service Desk at 984-974-4357**. This information should be given at orientation by your manager.
  - b. If you do not have a username/password, have your manager create an ARC request through ISD.
2. Ensure you have access to the MyApps UNC Health website.
  - a. Type <https://myapps.unch.unc.edu> into an internet browser.
  - b. When the MyApps UNC Health window displays, type in your **Username and Password**.

3. Once logged into the MyApps UNC Health site, confirm you can open the following links"
  - a. LMS (Learning Made Simple): Click the  icon.  
**NOTE:** You will need access to the LMS to complete an initial survey to determine your eligibility to "Test Out" of the Ambulatory Provider Class and to access the Accelerated Ambulatory Provider Assessment.
  - b. Accessing Playground: In the Epic@UNC folder, click the  icon.  
**NOTE:** You will need to log into Playground with the following training ID and Password to aid you in answering specific questions regarding your patients.
    - **ID:** IM01
    - **Password:** Train
    - The **department** should default to: UNC Internal Medicine Chapel Hill. *Do not change the default department.*
    - **Patients** you will use: Aegea, Fred  
Aegea, Fatima

## Complete the Accelerated Training Questionnaire

To verify your eligibility to “Test Out” of the Ambulatory Provider Class, you must **complete and submit** the Epic@UNC Accelerated Class Questionnaire.

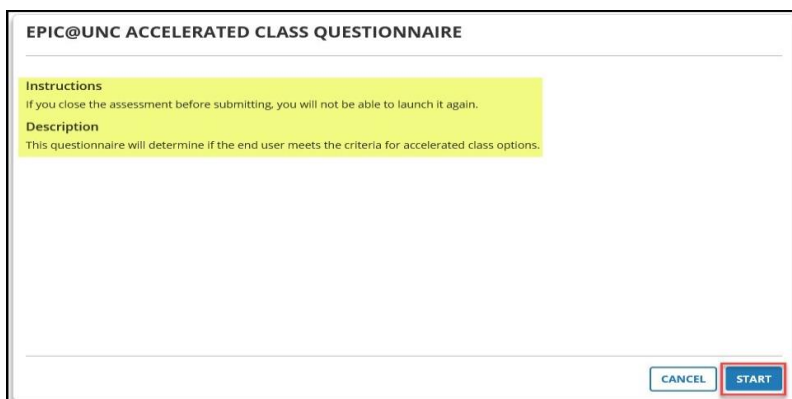
1. Access the **MyApps** UNC Health website (see step 2 above).
2. Click on the **LMS** icon.
3. Click on **Magnify Glass** in the upper right corner.
4. Type **epic\_atoqq** in the search field and press **Enter**.
5. When the search results display, click the **three dots** then **register**.



6. Click **Start** in the top right corner.

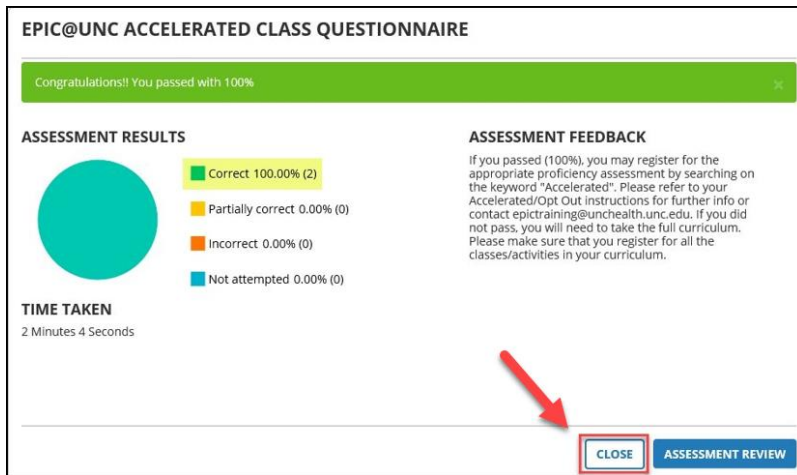


7. *Read the instructions* and then click **Start**.



8. Answer the questions then click **Submit Assessment**.

9. Verify that you have received a score of 100% and click **Close**.



10. You will then be required to view the eLearning Policies for Clinic Providers. **EPIC\_AMBPOL\_OLT**.

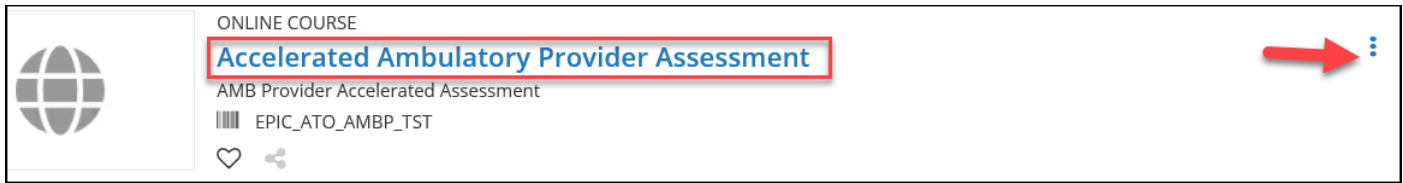
11. Wait for approximately one hour for the system to process your eligibility before you attempt to register for the Accelerated Ambulatory Provider Assessment.

**Complete the Accelerated Ambulatory Provider Assessment**

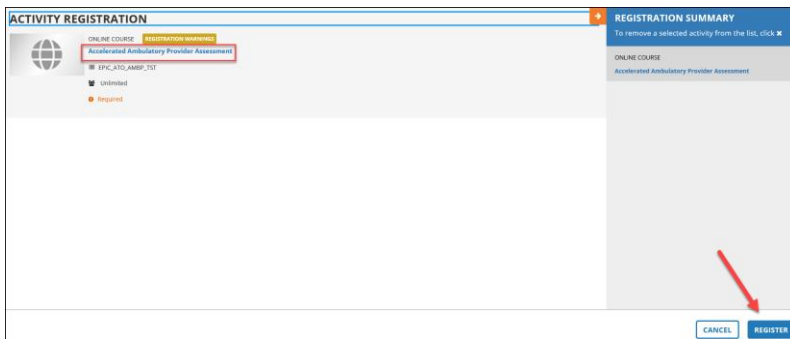
1. **Read all instructions carefully as no retakes are permitted under any circumstances for an Accelerated Opt Out Assessment.**
2. Accelerated Assessments require a **minimum passing score** of 80%.
3. The Epic@UNC Playground environment **can be used** while completing an Accelerated Assessment. Make sure the computer used to complete the assessment can run both LMS and Playground simultaneously.
4. Failure to pass the Accelerated Assessment requires users to register for and complete the corresponding Instructor-led courses in your curriculum.
5. Access the MyApps UNC Health website.
  - a. Type <https://myapps.unch.unc.edu> into an internet browser.
  - b. When the MyApps UNC Health window displays, type in your **username** and **password**.
6. Click the **LMS** (Learning Made Simple) icon.
7. Click the **Magnify Glass** in the upper right corner.
8. Type **epic\_ato\_ambp\_tst** in the search field and press **Enter**.



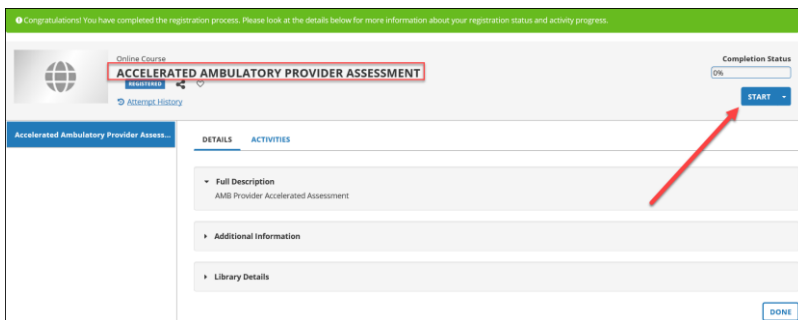
9. When the search results display, **Click the title or three dots**, then **Register**



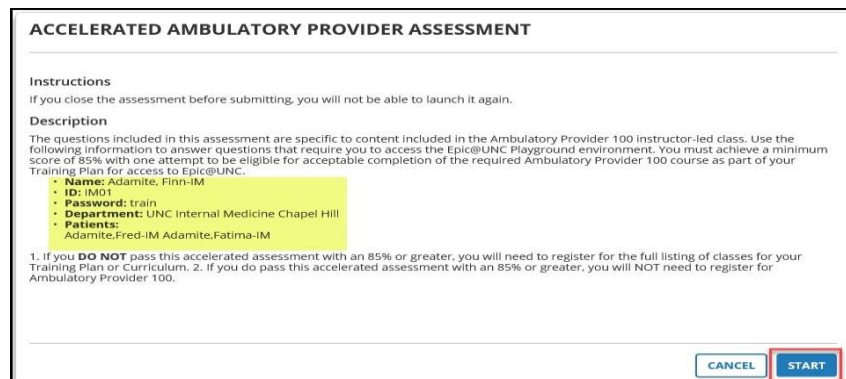
10. Verify you have selected the Accelerated Ambulatory Provider Assessment and click **Register** in the bottom right corner.



11. Click **Start** in the top right corner.



12. You may log into the Playground with the training ID and Password highlighted below to aid you in answering specific questions regarding your patient.



13. After answering **all** questions, **Click Submit Assessment** in the bottom right corner. If you receive a score of **85% or better**, you do NOT have to take the Ambulatory Provider Instructor-led Classes.

If you **do NOT receive a minimum score of 85%**, you **must** register for the **Ambulatory Provider 100 and 200 Classes**.

